

# CONTINUING EDUCATION FACT SHEET FOR 2023 REAL ESTATE MANAGING BROKER RENEWAL

- The 2023 Managing Broker Renewal deadline is April 30, 2023
- Prior to renewing a license, the licensee shall complete the required courses as described below.

## Summary of Continuing Education (CE) Requirements

### If first issued a Managing Broker license before Feb. 1, 2021

- **24 hours of CE is required.** These 24 hours must include a 12-hour Broker Management CE course, 4 hours of Core CE, and 8 hours of elective CE including a [sexual harassment prevention training](#).

**Note:** The Sexual Harassment Prevention Training may be counted towards elective hours if completed through an approved education provider.

### If first issued a Managing Broker license between Feb 1, 2021 and January 31, 2023

- **12 hours of CE is required.** These 12 hours must include a minimum of 4 hours of Core CE and 8 hours of elective CE including a [sexual harassment prevention training](#).

**Note:** The Sexual Harassment Prevention Training may be counted towards elective hours if completed through an approved education provider.

### If first issued a Managing Broker license on or after Feb. 1, 2023

- **You do not need to renew in 2023.** Licenses issued after this date will have an expiration date of April 30, 2025.

## Certification of Compliance with Continuing Education (CE) Requirements

- 1) Each renewal applicant must certify on the renewal application that they have satisfied the CE requirements.
- 2) Attorneys admitted to practice law pursuant to Illinois Supreme Court rule are exempt from CE and should certify on the renewal application that they have satisfied the CE requirements.
- 3) The Department may require additional evidence demonstrating compliance with the CE requirements. It is the responsibility of each renewal applicant to retain and produce evidence of such compliance upon request.

## Resources

CE must be obtained through an IDFP approved Real Estate Education Provider.

- A list of approved Education Providers offering CE courses may be found at: <https://idfpr.illinois.gov/dre/education/rececourselist.html>
- Your original date of licensure and current license status may be found using "License Lookup" at: <https://online-dfpr.micropact.com/lookup/licenselookup.aspx>
- Your list of completed CE courses may be found using the "CE Lookup" at: <https://online-dfpr.micropact.com/celookup/>
- Sexual Harassment Prevention Training Course FAQs <https://idfpr.illinois.gov/content/dam/soi/en/web/idfpr/faq/realestate/dre-updated-shpt-faq-2022.pdf>